

Tab R

RS90-2173

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24 JAN 1980

MEMORANDUM FOR: Director of Training

FROM : Harry E. Fitzwater
Director of Personnel
Policy, Planning, and Management

SUBJECT : Approval of NAPA Project Group Recommendations

1. On 15 January 1980, the Deputy Director of Central Intelligence approved recommendation B made in Tab R of the NAPA Project Group Report.

"Charge the Director of Training to include a segment in appropriate OTR courses (such as orientation and management courses) that addresses the three basic job categories into which all employees are placed, why this is done, and what it means. The presentation should stress no implication of lesser status for "non-professional", and that clericals do perform in a professional manner, etc. The message to be stressed is that Agency managers should not recognize category distinctions in the treatment of their employees and where possible should discourage the use of such category labels in referring to individuals."

2. In order to assure the DDCI that the above guidance is included in appropriate OTR courses, please advise me by 22 February 1980 that the above action has been accomplished. I would also appreciate knowing in which courses the above information will be discussed.

Harry E. Fitzwater

Harry E. Fitzwater

cc: Secretary, EXCOM

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